

**GEORGIA STATE BOARD FOR THE CERTIFICATION  
OF LIBRARIANS**

**Board Meeting: November 19, 2003**

**Minutes Approved by Board on September 29, 2004**

A meeting of the Georgia State Board for the Certification of Librarians was held on Wednesday, November 19, 2003, at the Office of the Division Director, Professional Licensing Boards Division, 237 Coliseum Drive, Macon, Georgia.

**The following Board members were present:**

Charles Beard, Chairman  
Bennie Butler-Newroth, Consumer Member  
Susan S. Whittle, Public Librarian  
Dr. Lamar Veatch, Ex-Officio Member

**Others present:**

Gwyn H. Ridley, Executive Director  
Sherry Harrison, Applications Specialist  
Marie S. Urquhart, Board Secretary

Chairman Beard established a quorum was present at 11:10 a.m., and called the meeting to order.

Ms. Whittle made a motion to approve the minutes of the August 13, 2003 meeting. Ms. Butler-Newroth seconded the motion. The motion carried unanimously.

Mollie Fleeman, Division Director of the Professional Licensing Boards, made comments to the Board on the proposed FY 2005 Redistribution Plan.

Ms. Whittle made a motion to enter into **Executive Session** in accordance with O.C.G.A.43-1-2(k) and 43-1-19(h) to deliberate on applications and investigative matters and to receive an investigative report. Ms. Butler-Newroth seconded the motion. Voting in favor of the motion were those members present who included Board Members Beard, Butler-Newroth, Whittle, and Veatch. The Board concluded **Executive Session** in order to vote on these matters and to continue with the public session.

**Applications:**

The Board reviewed the following applications. Dr. Veatch made a motion to approve the applications as presented. Ms. Butler-Newroth seconded the motion. The motion carried unanimously.

The following applicants were **approved** for certificates:

License #	Name	Grade	Validity Date	Issue Date
4870	Betsy S. Whitley	5B	10/08/03	11/19/03
4871	Chadwick L. Burroughs	5B	08/25/03	11/19/03
4872	Leigh McNichols Hall	5B	10/28/03	11/19/03
4873	Cassandra Elaine Lamar	5B	09/16/03	11/19/03
4874	Cheryl Alfrey Lawson	5B	10/06/03	11/19/03
4875	Deborah Ann Milligan	5B	05/23/03	11/19/03

**GEORGIA STATE BOARD FOR THE CERTIFICATION  
OF LIBRARIANS**

**Board Meeting: November 19, 2003**

**Minutes Approved by Board on September 29, 2004**

4876	Marlene F. Coleman	*6	11/05/03	11/19/03
------	--------------------	----	----------	----------

\* Changed per Tom Ploeg 12/03/03

Reinstatements since the last meeting:

License #	Name	Grade	Validity Date	Issue Date
4561	Michael Oliver Spence	5B	11/19/03	11/19/03

Upgraded since the last meeting:

License #	Name	Grade	Validity Date	Issue Date
3347	Pamela Stachoviak Grigg	6	11/19/03	11/19/03

**Election of Officers and Board Meeting Dates:**

The Board discussed election of Officers for 2004. Ms. Butler-Newroth made a motion for Charles Beard to remain Chairman for 2004. Ms. Whittle seconded the motion. The motion carried unanimously.

The Board reviewed the schedule of Board meetings for 2004. Ms. Butler-Newroth made a motion to approve the following dates for Board meetings, which will begin at 11:00 a.m.: February 19, 2004, May 13, 2004, August 26, 2004, and November 18, 2004. Ms. Whittle seconded the motion. The motion carried unanimously. The February 19<sup>th</sup> meeting will be held at the Office of Public Library Services, 1800 Century Place, Suite 150, Atlanta, Georgia.

**Executive Director Report:**

The Executive Director updated the Board on various topics of interest including a status report on the following items:

- renewal notices
- telephone helpdesk

**Other Business:**

The Board discussed continuing professional education auditing procedures for the June 30, 2004 renewal. Ms. Butler-Newroth made a motion to approve the discussed procedures. Dr. Veatch seconded the motion. The motion carried unanimously.

There was no further business and the meeting was adjourned at 1:15 p.m.

Marie S. Urquhart  
Recorded by Board Secretary

Gwyn H. Ridley  
Reviewed by Executive Director

Susan S. Whittle  
Chairman

Mollie L. Fleeman  
Mollie L. Fleeman  
Division Director

**GEORGIA STATE BOARD FOR THE CERTIFICATION  
OF LIBRARIANS**

**Board Meeting: November 19, 2003**

**Minutes Approved by Board on September 29, 2004**

**Attachment**

STATE OF GEORGIA

COUNTY OF BIBB

**AFFIDAVIT SUPPORTING CLOSING  
OF PUBLIC MEETING**

**The Georgia Open Meetings Act, O.C.G.A. § 50-14-1 et seq., requires that all meetings of an entity covered by the statute must be open to the public unless there is some specific statutory exception which permits the closing of the meeting. If such a meeting is to be closed, the law requires that the presiding person execute a sworn affidavit stating that the subject matter of the meeting or the closed portion thereof was devoted to matters within the statutory exceptions and identifying those specific exceptions relied upon. O.C.G.A. § 50-14-4(b). A copy of this affidavit must be filed with the minutes of the meeting in question.**

**Comes now Charles Beard, the presiding officer**

**identified below and, before an official duly authorized to administer oaths, makes this affidavit in satisfaction of the statutory requirements outlined above.**

- 1. I am the presiding officer of the GEORGIA STATE BOARD FOR THE CERTIFICATION OF LIBRARIANS.**
- 2. I am over the age of 18 and in all over aspects competent to make this sworn statement. I acknowledge that I am giving this statement under oath and penalty of perjury and that I have read the contents of this affidavit prior to signing it.**
- 3. On November 19, 2003 this entity, which is subject to the Open Meetings Act, met. A majority of the quorum of the members present voted to close the meeting or a portion thereof for the following indicated reason(s). I hereby certify that during the closed portion of the meeting, only those subjects indicated below were discussed. I also certify that I have reviewed the exceptions provided under the Open Meetings Act that may permit the closing of a meeting and that, to the best of my knowledge, the reasons I have described in detail below meet the requirements for closing this public meeting.**

**GEORGIA STATE BOARD FOR THE CERTIFICATION  
OF LIBRARIANS**

**Board Meeting: November 19, 2003**

**Minutes Approved by Board on September 29, 2004**

4. The legal authority for the closure of this meeting was:

OCGA 43-1-2 (k); 43-1-19(h)

5. The subject(s) discussed and the underlying facts supporting the closing of this meeting are:

RECEIPT OF AND DELIBERATIONS REGARDING APPLICATIONS
AND APPLICATION INFORMATION AND DELIBERATIONS
REGARDING INVESTIGATIONS AND ENFORCEMENT MATTERS;
RECEIPT OF THE RESULTS OF INVESTIGATIONS.

FURTHER THE AFFIANT SAYETH NOT.

Charles Beard

PRESIDING OFFICER

SWORN AND SUBSCRIBED BEFORE ME

This 19th day of November, 2003

Marie S. Urquhart

Notary Public